SIMI VALLEY UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION – REGULAR MEETING
MINUTES

Board Room
101 W. Cochran St.
Simi Valley, CA 93065

June 14, 2023
5:00 P.M.
Meeting # 909

Personnel Commission Members	Arrived
Kathleen Hobiger, Chairperson	5:00 P.M.
Lori Rhoades, Vice Chairperson	5:00 P.M.
Sandy Handin, Member	5:00 P.M.

Staff Members	
Ginan Henson, Director, Classified Personnel Services	5:00 P.M
Irma Flynn, Senior Administrative Assistant	5:00 P.M

Call to Order

The meeting was called to order at 5:00 P.M. by Kathleen Hobiger, Chairperson.

Flag Salute

The flag salute was led by Ms. Hobiger.

Agenda
Motion #23.0614.1

On a motion by Ms. Handin, seconded by Ms. Rhoades and carried, the Personnel Commission approved the Agenda, as presented.
Vote 3-0; Aye- Handin, Hobiger and Rhoades; No-None; Abstained-None; Absent- None.

Consent Agenda
Motion #23.0614.2

On a motion by Ms. Handin, seconded by Ms. Rhoades and carried, the Personnel Commission approved the Consent Agenda, as presented.
Vote 3-0; Aye- Handin, Hobiger and Rhoades; No-None; Abstained-None; Absent-None.

Minutes
Motion #23.0614.3

On a motion by Ms. Handin, seconded by Ms. Rhoades and carried, the Personnel Commission approved the Minutes of the Regular Meeting of May 3, 2023, as presented.
Vote 3-0; Aye- Handin, Hobiger and Rhoades; No-None; Abstained-None; Absent-None.

Motion #23.0614.4

On a motion by Ms. Handin, seconded by Ms. Rhoades and carried, the Personnel Commission approved the Minutes of the Special Meeting of May 24, 2023, as amended.
Vote 3-0; Aye- Handin Hobiger and Rhoades; No-None; Abstained-None; Absent-None.

Commission Comments

Ms. Rhoades discussed SVUSD website being under construction. Ms. Hobiger noted the passing of Joanne Lewinski, former Campus Supervisor and Paraeducator I, Special Education, and John Murphy, former Campus Supervisor.

Public Comments

Kim Holden expressed her views on the testing programs for classified jobs.

Personnel Items
Director's Report

Ms. Henson reported that ESY (Extended School Year) starts on 6/20/2023 for students and the staff will have orientation on 6/16/2023. ESY will end on 7/18/2023. She thanked Ellie, Becky and Irma for recruitment, assignments and sending information to payroll. Classified Personnel is waiting for information for signing up for the Job Fair at the Mall, as well as Street Fair, etc. Ms. Henson notified that the department is in the initial phase of gathering data on the clerical

family. Some of Ms.Henson's recent meetings included Paraeducator I, Special Education meeting with the Assistant Superintendent of SSS to discuss issues, training, and career pathways in Special Education, and meeting with Payroll Department since Chris Regan was resigning from her Payroll Supervisor position at the end of the month. Some of the issues discussed were Frontline and flawless transition.

Closed Session

The Commission met in Closed Session at 5:47 p.m., in accordance with provisions in Government Code Section 54957, Public Employment Matters- Performance Evaluation, Director of Classified Personnel Services

The Commission returned to Open Session at 7:26 p.m.
Public Employment Matters: Public Employment Matters- Performance Evaluation, Director of Classified Personnel Services. No action was taken in Closed Session.

General Items

2022-2023 Budget Status

The 2022-2023 Budget was reviewed and discussed.

Updating Merit Rules

Merit Rules changes were discussed.

Information

Meeting Dates

Future Commission meeting dates were announced:
July 12, 2023……..August 23, 2023 ……..September 13, 2023..... 5:00 p.m. Board Room

Job Opportunities

Job Opportunities were announced for: Cafeteria Services Specialist, Maintenance Technician, Payroll Supervisor, School Services Assistant II.

Future Consideration

Including Merit Rules updates monthly in Agenda section, information for who receives what in agendas, Closed Session for the next 2 meetings.

Adjournment

Motion #23.06.14.5

On a motion by Ms. Handin, seconded by Ms. Hobiger and carried, the Personnel Commission adjourned the meeting at 7:30 P.M.
Vote 3-0; Aye- Handin, Hobiger and Rhoades; No-None; Abstained-None; Absent-None.

Kathleen Hobiger, Chairperson

Lori Rhoades, Vice Chairperson

Sandy Handin, Member